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Note to Supervisors: Explain to your employees in your own words the importance of being safe for their families and friends.

DISTRACTIONS

Accidents occur for many reasons. In most jobsites people tend to look for "things" or "people" to blame when an accident happens, because it's easier than looking for "root causes,"

While some factors in the workplace can play a role in causing distractions, the fact remains that more hazards result from unsafe acts than from unsafe conditions. In truth, much of the safety of employees lies in their hands. So think straight, follow safe procedures and you don't have to worry about hurting yourself before each work day ends!

Failure to Pre-Plan the Work:

There is a lot of talk today about Job Hazard Analysis. JHA's are an effective way to figure out the smartest ways to work safely and effectively. Being hasty in starting a task, or not thinking through the process can put you in harm's way. Instead, Plan Your Work and then Work Your Plan.

Mental Distractions

Mental distractions often lead to inattention. You could miss noticing that another worker is working below you just because you're too engrossed over that argument you had with your wife. Whether you're worrying, daydreaming, or chatting, mental distractions can be likened to hazards or defects in machines that you need to secure with "guards". Always remind yourself of these mental distractions with a DANGER sign, close the "door" and focus on the work at hand.

If that's all too hard to do, then you may consider taking a break and getting some fresh air to blow those distracting thoughts away or finishing that nice chat with a co-worker.

Poor Housekeeping

Housekeeping is a big player for you to continue focusing on your job, safety is next to the latter as well. Just imagine how distracted you'd be if your workstation is cluttered with all your personal stuff, unsorted files, bolts, screws, wires, food wrappers and other

junk. Visual clutter can easily translate itself to mental clutter. It would be easy to miss that obstruction in the equipment operations when dust and all these debris mess up with your focus.

Ignoring Safety Procedures:

Purposely failing to observe safety procedures can endanger you and your co-workers. You are expected to follow the company safety policies-not to make your own rules. Being "casual" about safety can lead to a casualty!